



# EDWARD WATERS COLLEGE

Institutional Advancement, Development, Marketing & Communications

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March 16, 2020

## **Edward Waters College Transitioning To Online Instructional Delivery Through The End of the Semester**

To the Edward Waters College Community:

Per the last update provided by the College, the current spring break recess was extended an additional week through March 20, 2020. As a result of additional information and ongoing new developments related to the COVID-19 pandemic, **the College has elected to transition to an exclusive online instructional delivery model beginning March 23, 2020 through the end of the semester, Thursday, May 7, 2020.** As such, Faculty, Staff, and Students are required to update their contact information in Tiger Alert, the EWC Emergency Notification Service, by using the following link <https://www.e2campus.net/my/ewc/index.htm>. In addition to updating Tiger Alert, all students must also update their contact information in self-service via the College's website or [www.portal.ewc.edu](http://www.portal.ewc.edu).

The Office of Academic Affairs will be working collaboratively with the College's Office of Information Technology to provide specific details and information regarding the implementation plan for launching online instructional delivery for all Edward Waters College students and faculty.

- **EWC Faculty** – Faculty will be required to transition all academic courses from face-to-face delivery to online instruction **by March 23, 2020**. In order to support faculty during this transition the College will provide mandatory training to all faculty **beginning Tuesday, March 17, 2020 and each day thereafter through Thursday, March 19, 2020.**



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Faculty will receive a hyperlink to their EWC email account which will contain log-in instructions for faculty to register and access the training.

- Due to on-going developments related to the COVID-19 pandemic, all faculty are reminded to remain off campus.

EWC faculty are **required** to attend the following daily online training sessions at the following times:

Date	Time	Training Topic	Trainer (s)
Tuesday, March 17, 2020	10:00am-10:30am	Communication via Moodle and Zoom	Dr. Kenneth Davis Dr. Kimberly Davis
	10:30am-11:00am	Attendance in Moodle and Self-Service	Ms. Derban Dr. Foster
	11:00am-11:30am	Adding Activities or Resources in Moodle	Ms. Slater Ms. Crowley-Watson
	11:30am-12:30pm	Grading and Gradebook Setup in Moodle	Dr. Wider-Lewis Dr. Foster
	12:30pm-1:30pm	Rubrics in Moodle	Ms. Crowley-Watson

Date	Time	Training Topic	Trainer (s)
Wednesday, March 18, 2020	10:00am-11:00am	Communication via Moodle and Zoom	Dr. Kenneth Davis Dr. Kimberly Davis
	11:00am-12:00pm	Attendance in Moodle and Self-Service	Ms. Derban Dr. Foster
	12:00pm-1:00pm	Adding Activities or Resources in Moodle	Ms. Slater Ms. Crowley-Watson
	1:30pm-2:30pm	Grading and Gradebook Setup in Moodle	Dr. Wider-Lewis Dr. Foster
	2:30pm-3:30pm	Rubrics in Moodle	Ms. Crowley-Watson



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Date	Time	Training Topic	Trainer (s)
Thursday, March 19, 2020	10:00am-11:00am	Communication via Moodle and Zoom	Dr. Kenneth Davis Dr. Kimberly Davis
	11:00am-12:00pm	Attendance in Moodle and Self-Service	Ms. Derban Dr. Foster
	12:00pm-1:00pm	Adding Activities or Resources in Moodle	Ms. Slater Ms. Crowley-Watson
	1:30pm-2:30pm	Grading and Gradebook Setup in Moodle	Dr. Wider-Lewis Dr. Foster
	2:30pm-3:30pm	Rubrics in Moodle	Ms. Crowley-Watson

- **EWC Students** – Students will be required to transition from face-to-face teaching and completion of their assignments to strictly online instruction by **March 23, 2020**. In order to support students with this transition, mandatory training will be provided to all students **beginning Tuesday, March 17, 2020 and each day thereafter through Friday, March 20, 2020**.
- **Free Wi-Fi Resources:** Individuals can access free wi-fi platforms through the following links:
  1. <https://www.engadget.com/2020/03/13/comcast-data-caps-coronavirus/>
  2. <https://www.wftv.com/news/spectrum-offer-free-internet-access-60-days-students/GTTT6ZDM4JFNADCQSB7OAVOVQ/?outputType=amp>



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EWC students are **required** to attend at least one of the following daily online training sessions at the following times:

<b>Date</b>	<b>Time</b>	<b>Instructor/Facilitator</b>
Tuesday, March 17, 2020	11:00am-12:00pm	Mr. David Simfukwe
	2:00pm-3:00pm	Ms. Lexus Mills
	3:00pm-4:00pm	Ms. Lexus Mills
	6:00pm-7:00pm	Mr. David Simfukwe
Wednesday, March 18, 2020	11:00am-12:00pm	Mr. David Simfukwe
	2:00pm-3:00pm	Ms. Lexus Mills
	3:00pm-4:00pm	Ms. Lexus Mills
	6:00pm-7:00pm	Mr. David Simfukwe
Thursday, March 19, 2020	11:00am-12:00pm	Mr. David Simfukwe
	2:00pm-3:00pm	Ms. Lexus Mills
	3:00pm-4:00pm	Ms. Lexus Mills
	6:00pm-7:00pm	Mr. David Simfukwe
Friday, March 20, 2020	11:00am-12:00pm	Mr. David Simfukwe
	2:00pm-3:00pm	Ms. Lexus Mills
	3:00pm-4:00pm	Ms. Lexus Mills
	6:00pm-7:00pm	Mr. David Simfukwe

Students will receive a hyperlink to their EWC email account which will contain log-in instructions for students to register and access the training.

While all students are encouraged to remain off campus during this period, residence halls will remain open to accommodate students who currently reside in on campus housing. For students that remain on campus, dining services will be provided.



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Additionally, to ensure the safety and well-being of the entire Edward Waters College community and out of an abundance of caution, **there will be no formal on-campus assemblies and/or convocations (Honors Convocation, Founders Day Convocation, etc.) for the remainder of the semester. In addition, after consultation with our Student Government Association President, Senior, Mr. Joshua Young, and Senior Class President, Ms. Shavonn Davis, we have made the decision to postpone our scheduled May 9, 2020 commencement. We intend however, to provide further information concerning a new commencement date as the COVID-19 situation continues to develop.** All spring intercollegiate and/or intramural athletic competitions remain suspended indefinitely.

Edward Waters College is committed to doing its part to slow the spread and mitigate impacts of COVID-19 to the extent possible. Practicing tried and true methods for maintaining good health, and being vigilant without overreacting, will help individuals remain healthy and help minimize the impact of the virus. At the same time, we understand that implementing these changes with such limited notice will have broad impacts and will be challenging for students, faculty, and staff, and we appreciate your patience and cooperation during this unprecedented time of uncertainty.

We will continue to keep our EWC community informed **via the College website at [www.ewc.edu](http://www.ewc.edu), campus email, and the College's social media outlets, as these are the College's official means of communication.** Further, you may also follow updates from the local news affiliates.

## **For More Information On The Following, Contact:**

**Classes and Course Information:** email [Academics@ewc.edu](mailto:Academics@ewc.edu) or call 904-470-8114

**Housing & Residence Life:** email [Housing@ewc.edu](mailto:Housing@ewc.edu) or call 904-470-8870

**I.T. Helpdesk/Technology Support:** email [ITHelp@ewc.edu](mailto:ITHelp@ewc.edu) or call 904-470-8179



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## **About Edward Waters College**

Edward Waters College (EWC), accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and member of the United Negro College Fund (UNCF), is a private, historically black, urban college which offers a liberal arts education with a strong emphasis on the Christian principles of high moral and spiritual values. EWC was established in 1866 and is an African Methodist Episcopal Church-related institution of learning. It is the first private institution of higher education in the State of Florida.